

541—10.3(73GA,ch315) Reporting.**10.3(1) *Annual.***

a. Beginning August 15, 1989, each department and agency shall report the following to the Iowa department of economic development.

(1) Anticipated dollar amount of purchases outside the department of general services for the next fiscal year.

(2) Overall anticipated dollar and percentage target for TSBs.

(3) Proposed procedure to be used to encourage TSB participation.

b. Within 30 days after June 30, 1990, each department and agency shall report the following.

(1) Total annual purchases outside the department of general services;

(2) Percentage of target met;

(3) Narrative on progress.

c. The Iowa department of economic development shall submit a summary of these reports to the Iowa department of management along with any recommendation it deems necessary.

d. The department of general services will continue to report procurements for which they are responsible.

e. The director of the department of economic development or designee in conjunction with the director of the department of management or designee shall review the information submitted and may require modification from agencies or departments.

10.3(2) *Quarterly.*

a. Each department or agency shall submit to the Iowa department of economic development a report quarterly and shall include as a minimum:

(1) The number of contracts awarded to TSBs and the names of those contractors.

(2) A description of the general categories of contracts awarded to TSBs.

(3) The dollar value of contracts awarded to TSBs.

(4) The percentage of the dollar value of all contracts awarded during this period to TSBs.

(5) Percentage of target reached.

b. Quarterly reports are due October 31, January 31, April 30, and July 31.

c. The Iowa department of economic development shall submit a summary of the quarterly reports to the Iowa department of management.

d. The director of the department of economic development or designee in conjunction with the director of the department of management or designee shall review the information submitted and may require modification from agencies or departments.